

Possible Additional Documentation:

- Dependent student- attach 2024 & 2025 federal tax returns for both parents. If the student's income was affected, please also provide a copy of the student's tax returns. If no tax return was filed but the student had earnings, please attach the applicable W-2(s).
- Independent student- attach 2024 & 2025 federal tax returns for student/spouse.
- Attach the most recent pay stub showing new/changed salary, if applicable. Include the last pay stub from any position terminated in 2025. Also, include documentation of unemployment benefits, retirement income, severance pay, etc.
- Copies of paid receipts for private/parochial elementary and/or secondary tuition.
- Copies of paid receipts for the parent's college/university course tuition.

Projected Income for 2026-Calendar Year – Please provide estimates of income for the following individual (if applicable). If an item does not apply, write "N/A". Please do not leave any blanks or the form will not be processed.

Income Source	Student	Spouse (if married)	Parent(s), if dependent
2026 Wages and salaries			
2026 Unemployment			
2026 Disability benefits			
2026 Social Security benefits			
2026 Child support received			
2026 Alimony received			
2026 other untaxed income			
Other (explain)			

Read, Sign, and Return to the NGU Financial Aid Office:

Certification: All the information on this form and the attached documents is true and correct to the best of my knowledge. If asked by an authorized official, I agree to give additional proof of the information that I have given on this form. I realize that this proof may include a copy of federal or state tax returns. I also realize that if I do not give proof when asked, the Special Circumstance will not be reviewed.

Warning: According to the U.S. Department of Education, if you purposely give false or misleading information on the form, you may be subject to a fine of up to \$20,000 or imprisonment for up to 5 years, or both.

Student Signature: _____

Parent or Spouse Signature: _____

Date Completed: _____ **Is your documentation attached?** Yes No

IMPORTANT: Requests cannot be completed until ALL required documents are received. We may require additional documentation if we have reason to believe that the information regarding the special circumstance is not properly documented.

NOTE: Please write the student's name and NGU student ID number on the IRS tax return transcript(s) before submitting.

All requested documentation can be mailed or faxed to our office: Fax: (864) 818-4681
North Greenville University, Attn: Financial Aid Office, P.O. Box 1892, Tigerville, SC 26988

OFFICE USE ONLY

APPROVED DENIED Date _____ Staff Signature _____ 2nd Check By _____

Reason for Denial _____ 12 Month Period Used _____